

~~CONFIDENTIAL~~

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Intelligence School

DATE: August 27, 1958

FROM : Chief, Clerical Training

SUBJECT: Weekly Report No. 33, 19 - 25 August 1958.

1. Numbers in Clerical Induction Training. During the week of 19 August 1958 there were 112 people in Clerical Induction Training. Of those, 18 entered for the first time.

2. Numbers in Clerical Orientation Training. During the week of 19 August 1958 there were 22 people in Clerical Orientation.

3. Results of Official Agency Testing Administered by Clerical Induction. The results of the tests administered to the entrance-on-duty employees for the week of 19 August 1958 were as follows:

	<u>Tested</u>	<u>Qualified</u>
Shorthand	16	1
Typewriting	29	17

25X

25X1

[REDACTED] are collaborating very satisfactorily on the Flexowriter training possibility. No conclusions to be expected for 3 wks. or longer.

25X

25X1

[REDACTED] are working together amicably (materially, with occasional fussing) (res)

back and forth, most of it [redacted] <sup>the new set of  
rules being  
applied as  
possible</sup>  
on the assignment of clerical EOD's  
~~to~~ Clerical Induction Training. AE  
standards are, in fact, having a very  
beneficial influence on the selection-  
out of trainees. This is true, even  
 tho the standard-indicators have not  
been "bought" by OPer. The average  
caliber of students in the classes, &  
their ability to learn, is <sup>slightly, but definitely</sup> higher than  
ever before.